



FROM	NAME & TITLE	ERIC W. TISO, SITE PLAN REVIEW COMMITTEE CHAIR
	AGENCY NAME & ADDRESS	LAND USE AND URBAN DESIGN DIVISION DEPARTMENT OF PLANNING 417 EAST FAYETTE STREET, 8 TH FLOOR
	SUBJECT	SITE PLAN REVIEW COMMITTEE MINUTES FOR MARCH 10, 2010

CITY of
BALTIMORE
MEMO



TO

DATE: March 26, 2010

Captain John Carr, Fire Department
Mr. Stanford Leach, Parking Authority
Mr. Kirkland Gabriel, DOT TEC
Ms. Valorie LaCour, DOT Planning
Mr. John Thumbi, DOT Traffic
Mr. Bill Beatty, Department of General Services
Dr. Nollie P. Wood Jr., Mayor's Office
Ms. Miriam Agrama, DHCD Plans Examining
Mr. Geoff Veale, Zoning Administrator
Mr. David Tanner, BMZA

In attendance were:

- Eric Tiso, Wolde Ararsa, Gary Letteron, and Anthony Cataldo for the Department of Planning;
- Capt John Carr for the Fire Department;
- Bill Beatty for the Department of General Services
- John Igwe and Milan Rai for HCD Plans Examining;
- Kirkland Gabriel, John Thumbi and Valorie LaCour for the Department of Transportation;
- Stanford Leach for the Parking Authority;
- Dr. Nollie Wood, Jr. for the Mayor's Commission on Disabilities; and
- Vivaldi Nguyen, James Carroll, and Craig Gaither for the Department of Public Works.

Agenda

1. **1700-1712 West Fayette, 100-108 North Bruce Street and 104-110 North Mount Street – Echo House Outpatient Substance Abuse Center (Episcopal Housing)**
2. **800-900 Block of West Fayette Street – Poppleton Cooperative (111 DUs)**
3. **428-434 East Oliver Street – City Arts Townhomes**
4. **Parkton Village – 28 Townhomes (New Design) – Rescheduled for Updates**

Plans Update

1. **2301 Newkirk Street – National Gypsum – Approved 8 Mar 2010**

Echo House Outpatient Substance Abuse Center **(Episcopal Housing)**

Zoning: R-8

Plans Date: 1 Mar 2010

Block/Lot: 0179/38-46 & 64-68

Urban Renewal: None

Environmental: Forest Conservation

Historic: None

Total Site Area: ±22,023 sqft, ±2,933 sqft.

Gross Square Footage: ±11,869

In addition to Committee Members and Planning staff, in attendance was:

- Bob Rosenfelt, CMR;
- Carla Ryon, CMR; and
- Randy M. Sovich, RM Sovich
Architecture

Project Summary:

This proposed multi-purpose community center will house the Echo House Multi-Service Center, which provides outpatient substance abuse counseling and a food pantry. They currently are located across the street at 1705 West Fayette Street.

Comments & Issues:

- Elevations:
 - The roofline as shown is appears suburban-residential, please reconsider this design. External materials should include brick that will better match the surrounding neighborhood.
- Environmental/Landscaping:
 - A Forest Stand Delineation (FSD) is required. Coordinate with Gary Letteron in Planning, 410-396-4369.
 - The building may have a partial green roof, options are being explored.
 - Show street tree locations along West Fayette and North Mount Streets.
 - Three of the trees in the rear of the center are too close to the proposed building and one in the satellite parking lot is too close to the existing building to the north.
 - The final planting plan will need a planting schedule with species and quantities specified.
- Parking/Traffic:
 - Main parcel:
 - Three parking spaces are proposed, two are 9' by 20', one is handicapped van accessible.
 - The location of the dumpster pad is expecting to use at least the loading area of the handicapped parking space, and may require more space. Consider signing the parking spaces to restrict their use during trash pick-up times, and schedule for pick-up at times that will cause the least conflict with the building's operations.
 - Applicants may request a passenger loading zone (PLZ) on the West Fayette Street side from the Parking Authority after the building is open.

- Satellite parking lot:
 - Eight parking spaces are proposed, each at 9' by 20' with a 20' aisle. The parcel is the absolute minimum size to accommodate these spaces.
 - Screening will be required for this parking lot per §10-308 of the Zoning Code. "The facility must be effectively screened from the Residence or Office-Residence lot by: (1) a masonry wall or durable fence, or combination of them, that is at least 4 feet high but no more than 8 feet high, together with a planting strip on the outside of the wall or fence; (2) a compact evergreen hedge that is at least 4 feet high at the time of its original planting; ..."
 - This parking lot will require a City Council Ordinance to establish, since it is the principal use on the lot. Planning will recommend the following condition be amended into the bill (if not included at introduction): That no handicapped parking spaces are required for this lot, as it is associated with the new Echo House Multi-Service Center. However, should the lot ever be sold, or the use of the lot is not available at all times to the Echo House Multi-Service Center, that a handicapped parking space must then be provided, as it will be functioning as an independent lot.
 - Consider if there will be lighting on the satellite lot or not. If so, light should be contained within the site, and not glare into adjoining residential properties. Applicants stated that the lot will be closed and chained at night.
- Accessibility:
 - The building will be accessible by ramp from West Fayette Street, as well as from the handicapped parking space in the rear of the building.
 - Reorient sidewalk handicapped ramp at West Fayette and North Mount Streets to point across the intersection, not into the center of the intersection.
- Zoning Analysis/Board of Municipal and Zoning Appeals (BMZA):
 - The multi-purpose community center land use requires conditional use approval by the Board through a public hearing. Parking requirements will be formally determined by the Board in that hearing.
 - The associated principal parking lot is a conditional use requiring an Ordinance.
- Plan Adjustments/Missing Site Plan Elements:
 - Please list the multi-purpose center's use group and building code type.

Next Steps:

- Submit two complete paper sets of revised plans and one set in .pdf format for final approval and stamp;
- Contact adjacent property owners, formal community organizations and Councilmember Welch before requesting introduction of the required conditional use bill for the satellite parking lot;
- Coordinate the BMZA appeal with Martin French in Planning; and
- Contact Planning staff once the required conditional use bill has been introduced.

NOTE:

- **Approvals of site plans are contingent upon the applicant fulfilling all the site plan requirements, Subdivision Rules and Regulations, Zoning Code requirements, Forest Conservation requirements, Critical Area and related environmental controls, Traffic Impact Study requirements, and addressing all comments provided by the Site Plan Review Committee during and after the plan review process.**
- **All approved final site plans must be stamped.**

Poppleton Cooperative (111 DUs)

Zoning: R-8, R-9

Plans Date: 1 Mar 2010

Block/Lot:

- Block 187, Lot 65/66
- Block 188, Lots 16A/17, 54/56, 57/62, 63/69, 79, 80/87, 88/90
- Block 202, Lots 48/76A & 95/101
- Block 203, Lot 81

Urban Renewal: Poppleton URP

Environmental: Forest Conservation

Historic: None

Total Project Area: ±4.1242 Acres

Gross Square Footage: Not listed

In addition to Committee Members and Planning staff, in attendance was:

- Bob Rosenfelt, CMR; and
- Carla Ryon, CMR.

Project Summary:

This is a returning project that was last approved by SPRC on March 18, 2008. Since that time, the project has been slow to start due to market conditions. In the intervening time, the project has been revised, and is returning for reconsideration with a net gain of four dwelling units. The required variances that were previously approved have been granted extensions, and are still valid, with the exception of a slightly increased parking variance. All of the lots included in this project will be held under one ownership by the Poppleton Cooperative, Inc. This redevelopment project will yield 151 low-income rental units, some of which are exiting, and others that will be new construction. Three tot lots and shade structures will be provided as a resident amenity.

Comments & Issues:

- Environmental/Landscaping:
 - The White Ash and Tulip Tree will need to be replaced with another variety, please contact Gary Letteron (410-396-4369) for recommended species.
 - Please swap locations of the Red Maples and the Sugar Maples, and Sugar Maples for the Red Maples. Currently the Sugar Maples are street trees, but they are not very salt tolerant.
 - Tree pits need to be revised to City standards, see chart at the end of these notes.
- Parking/Traffic:
 - A redundancy Traffic Impact Study (TIS) was completed on March 20, 2008.
 - This is a residential permit parking area, and so street parking is not guaranteed. Also, please not that the multi-family dwellings may not be eligible for parking permits.
- Accessibility:
 - Please provide a chart on the plan detailing the number of visitable and accessible dwelling units by quantity and location.
 - Submit an accessibility plan showing accessible routes to these units.

- Zoning Analysis:
 - A slightly increased parking variance will require review by the Board of Municipal and Zoning Appeals (BMZA).
 - The Planning Commission has previously approved this project for multiple principal structures on a residential lot. Please provide a revised narrative for the Planning Commission detailing the changes from the previously approved plan to the current plan for the Planning Commission's review.
- Elevations:
 - Add windows on the Amity Street elevation of the apartment building.
- Solid Waste:
 - Please provide a chart or list showing which properties will use which of the two dumpsters. Trash pick-up is expected to be by private collection.

Next Steps:

- Submit two complete paper sets of revised plans and one set in .pdf format for final approval and stamp.
- File for variances required for BMZA review. Coordinate the appeal with Martin French in Planning (410-396-1354).

NOTE:

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Sidewalk Width	Goals for Minimum Tree Pit W x L
6' or under	site specific, may need grates, pavers or other treatment
7'	3' W x min. 12' L -longer as possible
8'-9'	4' W x min. 10' L- longer as possible, may need grates, pavers or other treatment
10'-12'	5' W x min. 10' L -longer as possible w/ 8" of concrete by curb
13' or more	6' W x min. 10' L -longer as possible w/ 8" of concrete by curb

428-434 East Oliver Street – City Arts Townhomes

Zoning: O-R-3P

Plans Date: 12 Mar 2010

Block: 1120 **Lot:** 57/64

Urban Renewal: Greenmount West URP

Environmental: None

Historic: None

Total Site Area: ±11,409 sqft

Gross Square Footage: Not listed

In addition to Committee Members and Planning staff, in attendance was:

- Courtney League, TRF-DP; and
- Kevin Riley, Site Resources.

Project Summary:

This is a second phase of the development program for this block. The first phase was for the City Arts Apartment building, with frontage on Greenmount Avenue. This phase is for the development following a subdivision of a portion of the block for eight townhouses.

Comments & Issues:

- Environmental/Landscaping:
 - The final Forest Conservation and Landscape Plan from the first phase is overdue, please submit it as soon as possible. Contact Gary Letteron in the Office of Sustainability at 410-396-4369 for assistance.
 - Street trees on East Oliver Street is the top priority, there are three Planes trees to the east.
- Parking/Traffic:
 - Considering the number of utility connections that will be required in East Oliver Street, please be aware that the street will need to be repaved for the entire area of the project. Simply repairing the likely number of pavement cuts will not be permitted.
- Accessibility:
 - Regrade the townhouses to allow for at least visitable entries. The rear parking pads will need to be altered to eliminate the steps (stoops would then go on the fronts of the townhomes, per traditional Baltimore design).
 - The applicants mentioned that the prior building on the site which had been demolished may still have the basement and foundations present. The homes had initially been planned to include basements, but if the former building foundation is still there, it would be easier to align the first floor with the rear grade level, and provide a crawl space instead.

Next Steps:

- Submit two complete paper sets of revised plans and one set in .pdf format for final approval and stamp. Please include one set of elevations for staff architect review.

NOTE:

- **Approvals of site plans are contingent upon the applicant fulfilling all the site plan requirements, Subdivision Rules and Regulations, Zoning Code requirements, Forest Conservation requirements, Critical Area and related environmental controls, Traffic Impact Study requirements, and addressing all comments provided by the Site Plan Review Committee during and after the plan review process.**
- **All approved final site plans must be stamped.**